

**Report of Milestones and Outcomes
OECA Multi-Media Assistance Agreement**

Quarterly Report: October 1, 2003 to December 31, 2003

**Hawaii Department of Health, Clean Air Branch
Capacity Building - Establishing the Compliance Database and AFS-UI**

- A. Describe major progress, accomplishments and results this reporting period.

Clean Air Branch (CAB) received approval to contract for Information Technology services and approval to conduct Competitive Sealed Proposals. The public notice for the Request For Proposals was published in the Honolulu Star Bulletin on December 22, 2003 and posted on the Internet Procurement Notification System on January 2, 2004. Interested parties were given until February 2, 2004 to submit proposals. The time period given to respond to the RFP exceeds the required 30 days due to consideration of the holidays.

The contract title is: Clean Air Branch Data Management Project.

- B. Describe major progress, accomplishment and results expected during the next reporting period.

In the next reporting period, we will receive the proposals and begin to evaluate them. We expect to make a priority list of the best proposals and enter into a discussion phase with those vendors. The contract would not be executed until the 4th quarter of this project. The ceiling price for the contract is \$80,000.

In addition, we will initiate the contract for Data Vision Consultants, LLC to advise and assist CAB and the contractor in the design and installation of the AFS-UI. The maximum price for the Data Vision contract is \$10,000.

- C. Describe significant problems or delays, if any, and plans to overcome them.

There were delays in obtaining required approvals and clarifying the methods of contracting and source selection over the first three quarters of this project. As a result, CAB will probably have to request a time extension of the OECA grant. However, until the contracts for the Data Management Project and for Data Vision's assistance are completed, we do not have a clear idea of the duration of the extension.

D. Describe any technical assistance needed from the Region or EPA HQ.

Once the contract work has begun, our project would greatly benefit from EPA review and advice on at least two subjects: the Environmental Data Registry data standards and the Minimum Data Requirements (MDR) for the AFS. The Data Management contractor will be responsible for designing databases which apply both.

We intend to request assistance from Mr. Pat Garvey in the review of the application of the data standards. We have been in contact with him in the past but we have not secured any commitment from him to take the time to assist us in this manner.

One of Data Vision's roles would be to review the use of the MDRs in the database design and suggest changes. Still, it may be helpful to have someone confirm that the MDRs are being applied correctly.